

**Lake St. Charles Community Development District
Board of Supervisors' General Meeting Agenda**

7:00 p.m., January 9, 2024

Lake St. Charles Clubhouse, 6801 Colonial Lake Dr., Riverview, Florida 33578

Board of Supervisors

Marlon K, Brownlee, Chair, 813-485-5685
Yvonne Brown, Vice-Chair, 813-503-8469
Virginia Gianakos, Treasurer, 293-4728
Robb Fannin, Supervisor, 785-5423
Benjamin Turinsky, Supervisor, 813-449-1560

LSC CDD Staff

Adriana Urbina, District Manager, 741-9768
Mark Cooper, Property Manager, 990-7555
Luis Martinez, Facilities Monitor, 990-7250

<i>Time</i>	<i>Item</i>
7:00 – 7:05	<ol style="list-style-type: none"> 1. CALL TO ORDER 2. PLEDGE OF ALLEGIANCE 3. INVOCATION (CHAIR BROWNLEE) 4. ACKNOWLEDGMENT OF SUPERVISORS AND STAFF PRESENT 5. INTRODUCTION OF HOMEOWNERS, RESIDENTS AND PUBLIC AND IDENTIFICATION OF PARTIES WISHING TO MAKE PUBLIC COMMENTS
7:05 – 7:35	6. PUBLIC COMMENTS (UP TO 3 MINUTES PER SPEAKER, 30 MINUTES DESIGNATED)
	1. Homeowners Requesting to Speak (Please State Name Prior to Remarks)
7:35 – 7:50	10. LMP UPDATES (15 Minutes)
7:50 – 7:55	11. CONSENT AGENDA (5 Minutes)
	<ol style="list-style-type: none"> 1. Approval of additions to the agenda and removal of additional consent agenda items with questions as requested by board members. 2. Approval of Consent Item Agenda <ol style="list-style-type: none"> a. December 5, 2023 Meeting Minutes b. Committee Meeting Minutes for December 2023 <ol style="list-style-type: none"> i. Treasurer's Review Committee ii. Security and Grounds Committee iii. Management Committee iv. Strategic Committee c. November 2023 Financial Statements d. December 2023 Facilities Monitor Report (Separate from

	packet)
7:55-8:55	11. COMMITTEE REPORTS (60 Minutes)
	<p>1. Treasurer's Review Committee – Committee Chair Gianakos</p> <ul style="list-style-type: none"> a. The Treasurer's Review Committee recommends a Motion to retro-actively approve \$1,188 for the community landscape improvements (line 15). b. The Treasurer's Review Committee recommends a Motion to retro-actively approve the District's irrigation system repairs listed on the CIP list (line 25 through line 29) in the amount of \$9,129. c. The Treasurer's Review Committee recommends a Motion to retro-actively approve \$1,622 for the vegetation and tree clearing needed for phase 4 & 5 of the trail repair (line 30). d. The Treasurer's Review Committee recommends a Motion to approve the quote received from Pete & Ron's Tree Service for the removal of 17 holly tree located at various neighborhood entrances (line 33). Not to exceed \$2,293. e. The Treasurer's Review Committee recommends a Motion to approve the quote received from Rose's Paving for the clubhouse parking lot sealcoat and restriping (line 35). Not to exceed \$6,729. f. The Treasurer's Review Committee recommends a Motion to approve the quote received from Danielle Fence for the reconfiguration of the white PVC fence surrounding the District's pool equipment (line 36). Not to exceed \$2,151. g. The Treasurer's Review Committee recommends a Motion to approve the quote received from Don's Bay Area Painting for the painting of the District's clubhouse, roof, guard house roof, maintenance garage, shed, pool fencing, 3 pool awning frames, 8 bicycle racks, park fitness equipment and 2 zip line back center posts (line 37). Not to exceed \$34,372. h. The Treasurer's Review Committee recommends a Motion to approve the quote received from ST6 Security for the software and reader upgrade to the existing access control system (line 41). Not to exceed \$17,000. <p>2. Grounds/Security Committee – Committee Chair Turinsky</p> <p>3. Management Committee – Committee Chair Brown</p> <ul style="list-style-type: none"> a. The Management Committee recommends a Motion to approve the addition of a District Administrator to staff. b. The Management Committee recommends approving a 2% salary increase for all staff per the Approved Resolution 2023-04 Lake St. Charles District Budget and Assessment Roll Adoption. This increase will take effect retroactively to October 1, 2023.

	4. Strategic Planning Committee – Committee Chair Brownlee
8:55- 9:05	13. MATTERS RELATING TO CDD ADMINISTRATION: CHAIR BROWNLEE (10 Minutes)
	GENERAL REMARKS – Chair of The Board of Supervisors
9:05-9:10	14. PROPERTY MANAGER (5 Minutes)
	Items for Consideration by Property Manager - Mark Cooper 1. Property Management Report
9:10–9:15	15. DISTRICT MANAGER (5 Minutes)
	Items for Consideration by District Manager – Adriana Urbina 1. District Manager Report
9:15 –9:25	16. REMAINING CONSENT ITEMS REMOVED FOR DISCUSSION (10 Minutes)
9:25	ADJOURN